



SECTION 6

Policy and Performance Level

6.1 What is the policy and performance level?



What is the policy and performance level?

Incremental expenditure changes that do not fall within the definitions of carry-forward or maintenance levels are considered policy or performance changes. These changes may represent revised strategies or substantial differences in program direction, and can include proposed program reductions. Each significant change to current performance must be justified in a decision package.

Here are some examples of policy and performance level items.

Discretionary Workload – The expenditures necessary to address workload not defined as mandatory.

New Programs or Services – New programs or any change in the level or scope of existing programs. This category also covers improvements that would result in more effective delivery of services, or higher quality services, and proposals for enhanced employee development or training programs. Funding for new programs requiring legislative authorization is also to be included on the Recommendation Summary. (See Section 1.5.)

Program Reductions and Other Changes – Requests for new programs can sometimes replace lesser priority programs. Any policy decision that would result in a reduction of services or clients should be displayed as a separate decision item.

Use specified RecSum codes for certain items

OFM has developed Recommendation Summary (RecSum) codes in order to summarize certain common items of change at the statewide level. Agencies must use these codes for the following types of changes designated by OFM.

Budget Level	RecSum Codes	Description
Performance	92	Puget Sound Water Quality Expenditures
Performance	9A	Boards and Commissions Reductions
Performance	9B	Justice Information Network
Performance	9W	Operating Costs/Proposed Capital Projects
Performance	9X	Self-Insurance Premiums, Experience

How to make requests for the Justice Information Network

The Justice Information Network (JIN) is a multi-agency, multi-jurisdictional, collaborative effort to ensure coordination, compatibility, and the successful integration of our state's justice information systems. It coordinates projects involving state, county, and city law enforcement and court systems. Please use the RecSum code 9B to identify a request for funds for JIN projects so we can coordinate all of the related budget proposals.

Performance Level decision packages must be allocated by activity

Each performance level decision package must indicate the costs and FTEs by activity. (See Section 2.3 for more information about this requirement.)